

# the mid-atlantic archivist

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Volume 7 Number 4

October 1978  
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THE "BAWLAMER" MEETING  
BY  
JULIA MORGAN

Imagine Baltimore: rows of white marble steps, seafood delicacies from the Chesapeake, the U.S. Frigate Constellation moored in a renewed harbor, memories of swift clipper ships and of the bombardment which inspired "The Star-Spangled Banner", ethnic neighborhoods, the tawdry Block, architect Latrobe's Basilica of the Assumption. Now do more than just imagine. Mark Friday and Saturday, October 20 and 21 on your calendars, for the Mid-Atlantic Regional Archives Conference will meet in Baltimore this autumn.

Workshops will stimulate both the neophyte and the veteran archivist. "Starting an Archives" should prove helpful to some, while the Paper Conservation and Bookbinding workshops will offer new skills and techniques to others. Additional topics of interest are Records Management, Appraisal of Manuscripts, Information Retrieval, and Ethnic Studies, and none of us will want to miss "MARAC Looks Ahead". A new format at this conference provides for the repetition of some of the workshops to avoid having to choose among an embarrassment of riches.

Continued on p. 12

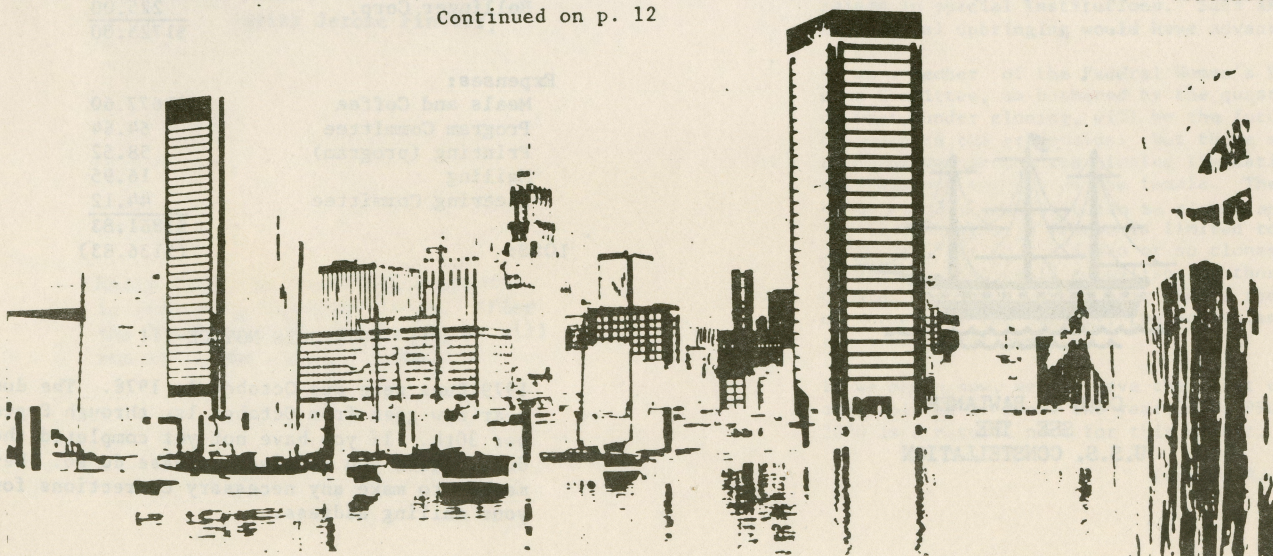
HISTORIC "BAWLAMER"  
BY  
ADELE NEWBERGER

Baltimore was founded by English settlers in 1729 and prospered as a port. Located on an inward arm of the Chesapeake, the city enjoyed natural advantages: a safe, all-year harbor, temperate climate, bountiful resources, and the most western location of any port. Flourishing as a center of trade, Baltimore in the 1880's ranked second in size only to New York. The railroads brought wealth and a thriving industrial base.

One third of the city's central business district was destroyed by fire in 1904, but Baltimore recreated itself entirely, using its own resources. Again, as with other cities, the end of World War II brought a major decline. In a pioneering effort, a totally new kind of rebuilding was undertaken: urban renewal.

The results will be all around you when you attend the conference. Look for happenings in Hopkins Plaza, the Constellation dock, Fort McHenry, the Maryland Science Center, The B & O Transportation Museum, and the world-famous Lexington

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The mid-atlantic-archivist is an occasional publication of the Mid-Atlantic Regional Archives Conference (MARAC). MARAC membership includes all interested individuals who live and work in the seven states of New York, New Jersey, Pennsylvania, Maryland, Delaware, Virginia, West Virginia, and the District of Columbia. MARAC seeks to promote the professional welfare of its members, cooperates with and exchanges information among individuals

interested in the preservation and use of archival research and methodology, provides a forum for matters of common concern, is a clearinghouse for and an active participant in joint ventures and cooperative projects, and cooperates with other organizations having similar objectives. Individual membership dues are \$3.00 per annum. Membership is not open to institutions, but institutions may purchase subscriptions to the mid-atlantic archivist for \$3.00 per annum. Write: Martha C. Slotten, MARAC Secretary, Library, Dickinson College, Carlisle, Pennsylvania 17013.

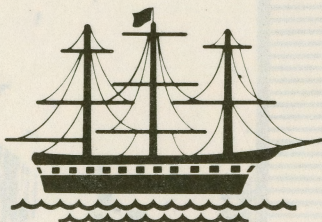
Items submitted for maa should be single-spaced, no indentation, in columns 4 1/2" wide, written on pica type, double-spaced between paragraphs. Send to: Donald F. Harrison, maa Editor, National Archives (NNR), Washington, D.C. 20408.

#### Editorial Staff:

Don Harrison, Editor  
Bruce Ambacher, Associate Editor  
Mary Boccaccio  
Mary Elizabeth Ruwell

#### maa COPY DEADLINES

January 1979 issue - copy due by December 10, 1978  
April 1979 issue - copy due by March 10, 1979  
July 1979 issue - copy due by June 10, 1979  
October 1979 issue - copy due by September 10, 1979



COME TO BAWLAMER  
SEE THE  
U.S.S. CONSTELLATION

#### TREASURER'S REPORT

16 September 1978

Balance on hand, Fidelity Bank, Philadelphia.  
\$4003.25

#### Income:

Memberships. 86 @ \$3.00	258.00
Back-listed subscriptions	12.00
Registration, etc. FBG	1500.00
Holinger Corp. contribution	225.00
Return of cash for T-shirts	100.00
	<u>2095.00</u>

#### Disbursements:

(1) Printing	
Additional MARAC constitutions	19.85
June Newsletter	85.05
Membership renewal form	66.60
	<u>171.50</u>

(2) Postage	
Newsletter	84.33
Membership renewals and membership list	88.40
	<u>172.73</u>

(3) Miscellaneous	
Typing Mucci Manuscript	156.00
Hotel meals and coffee, FBG meeting	1677.60
Program Committee Expenses	64.64
Xerography	24.00
Cash advance for T-shirts	100.00
Transfer to Savings Account	3000.00
	<u>5022.24</u>

Cash on hand, Checking Account, Fidelity Bank, Philadelphia. 15 September 1978 \$ 721.78  
Cash on hand in Savings Account, Fidelity Bank \$3000.00

#### Fredericksburg Meeting Preliminary Report

(Prepared without information from Local Arrangements)

#### Receipts:

Registration and meals	\$1500.00
Hollinger Corp.	225.00
	<u>\$1725.00</u>

#### Expenses:

Meals and Coffee	\$1677.60
Program Committee	64.64
Printing (program)	58.52
Mailing	16.95
Steering Committee	44.12
	<u>\$1861.83</u>
LOSS:	(\$136.83)

#### !!! 1979 DUES NOTICE !!!

1979 Dues were due October 1, 1978. The dues year now goes from October 1st through September 30th. If you have not yet completed the dues notice you received, please do so. Remember to make any necessary corrections for your mailing address.



MINUTES  
STEERING COMMITTEE MEETING  
BALTIMORE, MARYLAND  
SEPTEMBER 18, 1978

Present: Barbara Hearn, Ellen Hassig, Jodi Kostl, Francis Seeber, Bruce Ambacher, Larry Hackman, Clark Beck, Peter Parker, Helen Troy, Alan Bain, Richard Cox, Lawrence McDonnell, Frank Zabrosky, Mary Poccaccio, Arthur Breton, Don Harrioso, Adele Newberger, Beverly Brannan, and Martha Slotten.

Barbara opened the meeting by calling for introductions by all present. Martha Slotten read the Steering Committee minutes for April 28, 1978, which were approved.

Barbara reported her attendance as MARAC's representative at the Maryland Governor's reception in celebration of the state's bicentennial publication. She also responded to ICA communications about International Archives Week in November 1979, as well as an SAA letter urging regional archival groups to conduct basic workshops. Barbara also sent greetings to steering committee member Sister Agnes who has suffered a slight stroke.

Peter Parker submitted the Treasurer's report which is appended and which was accepted. He also reported on our receiving tax exempt status on March 2, 1978, under 501C6, professional organizations. We did not receive the requested 501C3 status, educational organizations. IRS indicated the need to furnish additional proof of MARAC's educational functions. Peter urged all to submit programs and other evidence thereof. SAA has both 501C3 and 501C6 because the latter permits lobbying. Peter will pursue acquiring 501C3 status. He also reminded all who contract for services on behalf of MARAC to notify vendors of our tax exempt status.

The chairperson expressed concern over the MARAC archives being housed at the University of Maryland without any written agreement. The steering committee voted for a written agreement to be drawn up by archivist Mary Poccaccio who will also prepare a finding aid and publish the kind of items sought for the archives.

Beverly Brannan reported for the editorial committee and submitted editorial and technical guidelines for consideration. Mary Poccaccio hopes to be able to offer the Paul Mucci Conservation manual at the SAA meeting in Nashville. Hollinger will distribute mailing forms. We will seek agreement with Mucci on securing the copyright in MARAC's name. The press run will be 1500 copies with one copy free to each individual member.

Adele Newberger reported for local arrangements for the Baltimore meeting. The committee decided not to rent a bus to go to the Peabody Library for the wine and cheese reception.

Richard Cox, reporting for the Program committee, indicated difficulties in finding resource persons from other regions, although one excellent person is coming.

Barbara Hearn read Ruth Sternfeld's report of the ad hoc membership committee. It was voted to discharge this committee, whose work is finished.

Arthur Breton, reporting for the Arlene Custer Awards Committee, indicated that no submissions of publications have been received to date from MARAC members but that ads will be placed in future newsletters soliciting publishable manuscripts.

Ed Weldon is proceeding with arrangements for the October 19-20, 1979, meeting in Albany to be held jointly with the New England Archivists. Frances Seeber chairs the program with Eva Mosley of NEA. This committee will present plans at the Baltimore meeting.

Jodi Kostl, reporting for the local arrangements committee for the Spring 1979 meeting in Norfolk, indicated it will be held May 18-19, 1979, at the Holiday Inn Scope. Jim Sweeney, committee chairman, was ill but will report more in detail to the Baltimore meeting.

The next newsletter will come out in October before the Baltimore meeting according to Don Harrison. Future deadlines for copy submission will be published in that issue. The matter of printing, collating, and stapling future issues at Dickinson more inexpensively is being pursued.

A review and discussion of the returns from the questionnaire in the last newsletter was made by Bruce Ambacher. These returns are to be published in the October issue. An enthusiastic vote of confidence went to Bruce for all of his efforts on the questionnaire. Peter Parker will use some of the results in a paper he will present at the SAA meeting.

Discussion followed of three optional sites for the Spring 1980 MARAC meeting: Wilmington, Philadelphia, and Washington. The committee overwhelmingly favored Washington. This recommendation will be presented to the membership. Don Harrison will pursue communications with the Crystal City Marriott regarding the possibility of meeting there.

Barbara Hearn volunteered to be a new member of the nominating committee. Frances Seeber has also been appointed by Barbara to this committee. Three general members will be selected for the committee from the floor at the business meeting in Baltimore.

The next item for discussion was the formation of a budget committee to advise the steering committee. The treasurer, secretary, a state representative, and an at-large representative will serve. Clark Kent was appointed. The fourth member will be appointed later.

A four person Committee on the Policy for Selecting Future Meeting Sites was also formed. The ad hoc committee will have four members: an at-large representative, the past fall local arrangements chairperson, and two general members. Clark Kent and Adele Newberger fill the first two positions. The two general members will be appointed by Barbara Hearn.

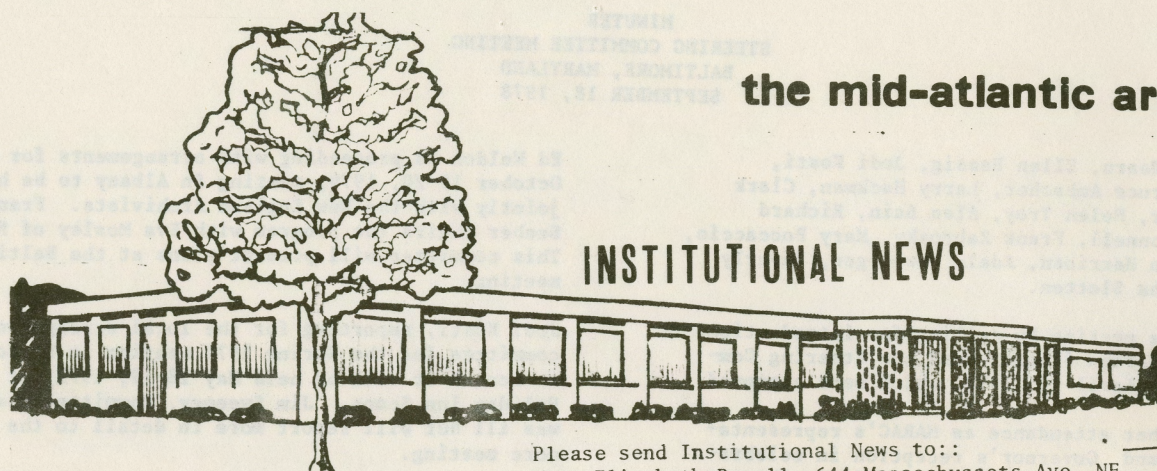
The formation of a committee on future directions was tabled until a future time.

The meeting was adjourned at 4:07 pm.

Respectfully submitted

Martha Slotten  
Secretary





## INSTITUTIONAL NEWS

Please send Institutional News to:  
Mary Elizabeth Ruwell, 644 Massachusetts Ave, NE  
Washington, D.C. 20002.

## PEOPLE

Sister Agnes Elliott, one of our At Large Representatives, has had a slight stroke. We all wish her a speedy recovery.

Chairperson Barbara Hearn represented MARAC when Dr. Carl Bode presented his bicentennial book, Maryland: A History, to Governor Blair Lee. Copies of the book will be placed in the Maryland Hall of Records.

We welcome the following people as new members:

Some MARAC members are participating in SAA panels at Nashville, among them Shonnie Finnegan, Ed Weldon, Mike Plunkett, Adele Lerner, Mary Elizabeth Ruwell, Lindsay Nauen, Larry Hackman, Carolyn Sung, Gregory Stiverson, Peter Parker, Terry McNealy, and Leonard Rapport.

CAMERON, Ross J.  
NARS  
Washington DC 20408  
Machine-Readable Arch. Div.  
202-724-1080

KOUELKA, Janet B.  
504 Hilltop Drive  
Lutherville MD 21093  
955-3179

HAISTEN, Cecile C.  
2118 Hollybriar Pt.  
Norfolk VA 23518  
804-853-5617

GORDON, Rita J.  
Hunt Botanical Library  
Carnegie-Mellon University  
Pittsburgh PA 15213

ROSENWASSER, Diane  
Dept. of Hist. Programs  
20th & Parkway  
Philadelphia PA 19103  
215-448-1280

HANNA, H. Ronald  
337 W. Lemon St.  
Lancaster PA 17603  
717-872-5411 x384

MORTON, Dr. W. Scott  
Bloomfield College  
Bloomfield NJ 07003  
201-748-9000 x200

RYAN, CAROLYN  
77 Mill St.  
Bloomfield NJ 07003  
New Jersey Historical Society

BOGGER, TOMMY L.  
Norfolk State College  
2401 Corpew Ave.  
Norfolk VA 23504

HEDESHEIMER, W. Jon  
Machine Readable Archives, NNR  
Washington DC 20408  
202-547-3374

SCHREINER, Kathleen J.  
40 Bonnell Street  
Flemington NJ 08822  
Hunterdon County Historical Soc  
201-782-1091

SNOOK, Ruthann  
Box 11a  
Mt. Pleasant Mills PA 17853  
717-374-0101 x164

TOWNSEND, PJ. Ms.  
c/o Kent County Public Library  
408 High Street  
Chestertown MD 21620  
301-778-3636

HUTCHINSON, Clark J.  
Box 32A R.D. #1  
Skillman NJ 08558

McLAUGHLIN, Vivian C.  
539 Kennedy Place  
New Brighton PA 15066  
Carnegie Free Library  
412-846-4340

TODD, Cynthia  
1109 C Street, S.E.  
Washington DC 20003

WILSTED, Thomas P.  
Salvation Army Arch.  
145 West 15th St.  
New York NY 10011  
212-620-4392-4393

MARKOFF, Marjorie  
1487-C Manor House Lane  
Lancaster PA 17603  
717-872-5811

ROBBINS, Deborah F.  
523 Jackson Ave.  
Lexington VA 24450  
463-6228

BROWN, Laura F.  
1804 Reuter Road  
Timonium MD 21093  
301-727-6350 x455

HENSEN, Steven  
1260 21st St., NW  
Apt. 1004  
Washington DC 20036  
202-426-5389

SADLER, Cynthia L.  
209 Cricket Avenue  
Ardmore PA 19003  
215-896-6438

STUART, KAREN A.  
50 Malmae Court  
Williamsburg VA 23185  
College of William and Mary  
804-229-7185

SINK, Robert  
37½ St. Marks Place  
New York NY 10003

BROWN, Sister Charles Marie  
Bon Secours Hospital  
70 East St.  
Methuen MA 01844  
Congregation of the Sisters of  
Bon Secours

THIBODEAU, Doris  
Inst. Hist. Med. JHU  
1900 E. Monument St.  
Baltimore MD 21205  
301-955-3159

GOCELJACK, Sister M. Marcelline  
Monocacy Manor Archives  
395 Bridle Path Road  
Bethlehem PA 18017

ENDELMAN, Judith E.  
750 Kappock St. Apt. 1108  
Riverdale NY 10463  
212-RI9-800 x323

WILSON, Michael E.  
2009 Avenue C  
Galveston TX 77550  
713-763-8854 x31

REIS, Judith A.  
2141 Newport Place, NW #2  
Washington DC 20037  
202-381-6174



Winterthur sponsored a Country Fair on September 24, featuring a hot balloon ascension and nineteenth century games and amusements. John Sweeney, coordinator of research at Winterthur, was on the committee. He also accompanied the first Friends of Winterthur "group trip" to England, a tour studying American arts and their European backgrounds.

#### W.J. BARROW RESTORATION SHOP

Well, what do you know, archival preservation is now newswire service material! The W. J. Barrow Restoration Shop was the subject of an Associated Press story carried recently in the Washington Post. The story focused on the preservation methods used in the shop. Barrow restorations range from county deed books to locks of George Washington's hair. Mrs. Barrow pointed out (as we all too well know) that materials created since 1850 present greater preservation problems than those created before 1850. She also voiced our complaints concerning home-repair work done with cellophane tape. The best preservation for your own valuable books and documents is to store them inside plastic film in a cool, dry place.

If this keeps up, the man on the street may even learn what an archivist is. Well, we can dream, can't we?

#### OHMAR MEETING

The fall meeting of the Oral History in the Mid Atlantic Region Association is scheduled for November 4, 1978, at the Maryland Historical Society. For further information contact:

Ms. Joan Andersen  
Community College of Baltimore  
2901 Liberty Heights Avenue  
Baltimore, Maryland 21215

#### "STATUS OF WOMEN IN THE HUMANITIES"

NARS will host a conference on the status of women in the humanities, October 25-26, in the National Archives building. Featured speakers will include Dr. Mary Perry, assistant secretary of HEW; Dr. Marjories Chambers, head of AAUW; and Dr. Eugene Genovese, president of OAH.

For further information contact:

Office of Educational Programs  
National Archives (NE)  
Washington, DC 20408

#### ARCHIVAL THEFT

American Heritage called attention to the growing problem of archival theft in an article in its August-September 1978 issue. T. H. Watkins, in "The Purloined Past," recounts some of the more dramatic losses and the creation of the SAA archival security consultant service in 1975. Hopefully, American Heritage's wider audience will help curb this growing problem.

On September 14 and 15, the Senate Historical Office in Washington, D.C. held a conference on the Research Use and Disposition of Senators' Papers. Among the speakers were Lydia Lucas of the Minnesota Historical Society; Daniel Reed, Assistant Archivist for Presidential Libraries at the National Archives; Frank Mackaman, Archivist at the Everett M. Dirksen Congressional Research Center; and Robert M. Warner, Director of the Bentley Historical Library at the University of Michigan.

#### THE AMERICAN COLLEGE OF NURSE-MIDWIVES

The American College of Nurse-Midwives, which recently joined MARAC, is a small group of professional nurse-midwives concerned with better maternal and child health.

Founded in 1954, ACNM was "surprised" to find itself with archival materials. Last year it deposited those materials with the National Library of Medicine. ACNM is presently developing an archival committee under Aileen Hogan and creating finding aids and bibliographies to cope with present and future needs.

#### SUNY ALBANY WORKSHOP

The SUNY Albany School of Library and Information Science will offer a workshop on COM Catalogs, December 1-2, 1978. The workshop will offer sessions on the technology and economics of COM catalogs, problems in dealing with commercial vendors, and case studies of conversion to COM catalogs. Vendor services and equipment will also be displayed.

For further information contact:

Robert S. Burgess  
School of Library and Information Science  
SUNY at Albany  
Albany, New York 12222  
(518) 457-8574

#### MICROFILM COMMITTEE BULLETIN

The Microfilm Committee of the International Council on Archives has published Bulletin No. 6, Madrid, 1977. The articles are all in English with English, French, Spanish, Italian, and German abstracts.

The Bulletin contains reports of the seventh and eighth meetings of the Microfilm Committee, a list of Committee members, and several interesting articles covering both the scope of microfilming projects and techniques. This issue contains articles on recommended practices for titling as well as a report of the American National Standards Institute's activities in the areas of processed diazo and vesicular film stability.

The Microfilm Committee welcomes articles and notes for possible publication as well as comments. These can be sent to:

Albert Leisinger, Jr.  
Secretary, Microfilm Committee  
International Council on Archives  
The National Archives and Records Service  
Washington, DC. 20408



## NHPPC GRANTS

During its meeting of June 15-16, the NHPRC recommended grants totaling \$2,392,083. The next meeting of the Commission will be in November. The grants application deadline is October 1.

The following records projects grants were made in the MARAC area:

## New York:

New York State Historical Records Advisory Board, Albany: \$155,344 in support of consultation and financial assistance to ten or more municipal governments in New York toward the development of ongoing local government archives programs. The project will also produce a municipal archives manual for New York to be published by the State Archives program of the State Education Department.

Cornell University, Ithaca: \$42,619 for a project of the New York State Historical Resources Center to conduct a one year survey of historical records in archives and manuscript repositories in 14 so south central counties and to enter survey information into an automated data base for the production of a published guide.

Agudath Israel of America, New York: \$2,000 for consultation in the development of an archival program for historical records relating to the history of Orthodox Jewry in the United States.

## Pennsylvania:

Pennsylvania Historical and Museum Commission, Harrisburg, \$47,019 for microfilming for preservation and improved research use of county and municipal government records in Pennsylvania.

## Maryland:

The Johns Hopkins University School of Medicine, Baltimore: \$26,712 in support of arrangement and description of records, 1884-, of the five Johns Hopkins Medical Institutions.

Baltimore Region Institutional Studies Center, Baltimore: \$13,149 for processing approximately 400 feet of records, deposited at BRISC, of the Maryland Council of Churches and predecessor organizations from 1904-1971.

Baltimore Congress for Local Records and History, Baltimore: \$26,091 for a survey and selective accessioning of historical records in private hands in the Baltimore area and for recommendations for a comprehensive future accessioning policy for the area.

## District of Columbia:

Public Broadcasting Service: Conditional grant of \$25,000 in partial support of preservation and description of nearly 10,000 films and videotapes from National Educational Television (NET) from 1953-1971.

## Virginia:

Virginia Military Institute, Lexington: \$9,150 (matching) for preservation and microfilming of approximately 30,000 pages of early records, 1839-1865, of VMI.

## NHPRC RECORDS PROGRAM STATISTICS

NHPRC recently compiled the following summary figures relating to records program grants from the inception of the program in late 1975 through the June 1978 Commission meeting. During this period the NHPRC has formally considered 316 records grant proposals, of which 155 have been recommended for funding in whole or in part. Applications totaling \$8,194,427 have been considered by the Commission, with total funds recommended of \$3,127,970. The average proposal has requested \$26,000; the average grant recommended by the Commission has been \$20,200.

Among the 316 proposals received to date, 267 have been for "State" projects where project activities are to take place within the boundaries of a single state and where the proposal has, therefore, been considered by a State Historical Records Advisory Board. The Commission has also received requests for 28 national and 21 regional records projects. The Commission has funded slightly over 25% of the funding requested for national projects, slightly over 33% for regional projects, and nearly 40% of State funding requests. Projects have been funded in 37 of the 43 States from which proposals have been considered. Grant funds in excess of \$90,000 have been recommended in eight States and for amounts ranging from \$50,000-\$90,000 in 11 additional States. The number of proposals considered by the Commission during the two most recent Commission meetings is nearly 200% of the number received at the same time one year before.

## MARAC MEMBERS URGED TO SUBMIT ARTICLES FOR THE ARLINE CUSTER MEMORIAL AWARD

This annual award for \$100. was established to encourage MARAC members to share their specialized knowledge and ideas with other persons in the profession by writing articles and monographs on archival subjects. It was named to honor the memory of our fellow member and friend, Arline Custer.

Note that the Committee is now soliciting unpublished articles or monographs. Members who have prepared papers for MARAC meetings in the past or who are doing so now for the October meeting are especially urged to consider submitting them to the Committee. The deadline for submission is Jan. 31, 1979. The winning manuscript will be announced at MARAC's Spring meeting.

Send entries to Arthur Breton, Archives of American Art, Smithsonian Institution, Washington, D.C. 20560.

## RESEARCH QUERY

I am looking for information on Northern Neck of Virginia place-names. This includes the counties of Lancaster, Northumberland, Richmond, and Westmoreland. If any of you know of sources of such information, please contact me.

Professor Mary R. Miller  
English Department  
University of Maryland  
College Park, Md. 20742



## MARAC QUESTIONNAIRE

7

Name of Institution where you work: \_\_\_\_\_

2. SEX: 41 M 40 F

City and State of Institution: \_\_\_\_\_

Your title: \_\_\_\_\_

Check type of institution:

Check principal type of work:

3. SALARY PER ANNUM:

- 4(4.5%) State government agency 23(21.4%) Archives (public)  
 20(22.5%) Federal government agency 24(22.4%) Archives (private)  
 12(13.5%) Library 27(25.2%) Manuscripts  
 9(10.1%) Historical society 17(15.9%) Librarian  
 10(11.2%) Religious 4(3.7%) Records manager  
 1(1.1%) Business 4(3.7%) Researcher  
 10(11.2%) College 2(1.9%) Teacher  
 14(15.7%) University 6(5.6%) Other \_\_\_\_\_  
 9(10.1%) Other \_\_\_\_\_

9 0-8,000  
10 8-10,000  
19 11-13,000  
9 14-16,000  
15 17-20,000  
9 21-24,000  
7 25-30,000  
1 31,000-

4. EDUCATION: (check appropriate items)

- 40 BA,BS 28(32.2%) Archival institute(s)  
38 MA,MS 31(35.6%) Archives course(s)  
37 MLS 26(29.9%) Library course(s)  
15 PhD 2(2.3%) Other

5. PROFESSIONAL EXPERIENCE: (number of years)

6.5 yrs. avg. in the archival profession4.9 yrs. avg. at present position

total years

1= 3(3.7%)

2=11(13.4%)

3=10(12.2%)

4= 5(6.1%)

5-7=27(32.9%)

8-10=17(20.7%)

11-13= 2(2.4%)

14-17= 4(4.8%)

18-20= 2(2.4%)

20+ = 1(1.2%)

6. DUTIES PERFORMED: Estimate the approximate percentage of time devoted to performing and to supervising the following activities. Percentages can be approximate and need not add to 100%. If you do something only occasionally or marginally, "X" the appropriate line.

## ARCHIVAL:

PERFORM SUPERVISE

Records appraisal

23(27.3%)

13(15.4%)

Acquisition of records, personal papers, mss

29(34.5%)

11(13.0%)

Repair and rehabilitation

13(15.4%)

12(14.2%)

Accessioning

33(39.3%)

14(16.6%)

Arrangement, description, processing

54(64.3%)

32(38.1%)

Reference service

50(59.5%)

18(21.4%)

Dealing with cartographic records

6(7.1%)

4(4.8%)

Dealing with still picture collections

16(19.0%)

11(13.0%)

Dealing with motion picture collections

1(1.2%)

4(4.8%)

Dealing with sound recording collections

3(3.6%)

7(8.3%)

Dealing with machine readable records

3(3.6%)

3(3.6%)

Historical editing, publication

7(8.3%)

6(7.1%)

Exhibits

17(20.2%)

6(7.1%)

Oral history

3(3.6%)

3(3.6%)

Historical research

20(23.8%)

7(8.3%)

Teaching archives administration, etc.

8(9.5%)

2(2.4%)

County, local records

4(4.8%)

3(3.6%)

Photoduplication, microfilming

8(9.5%)

10(11.9%)

Other

2(2.4%)

2(2.4%)

this job

1=16(19.5%)

2=14(17.0%)

3=11(13.4%)

4= 8(9.8%)

5-7=20(24.4%)

8-10=10(12.2%)

11-13= 1(1.2%)

14-17= 1(1.2%)

18-20= 1(1.2%)

20+ = 0



## NONARCHIVAL:

Records management	12	10
Teaching	10	
Student	3	1
Research	8	
Fund-raising, development	13	4
Other: _____	15	7

## 7. MARAC CONFERENCES

When you attend MARAC meetings, Do you get time off? Financial support?

70(95.9%) Yes 38(54.3%) Yes

3(4.1%) No 23(32.9%) No

9(12.9%) Some, sometimes

Which meetings have you attended:

24 Spring 75 (Annapolis) 28 Fall 75 (Philadelphia)

31 Spring 76 (Winterthur) 18 Fall 76 (Harrisburg)

33 Spring 77 (Atlantic City) 24 Fall 77 (Wheeling)

35 Spring 78 (Fredericksburg)

What do you get most from MARAC?

38 Training

28 Social

26 "Show and Tell"

9 Travel

26 "Rap sessions"

3 "Brownie points"

1 Morale

Do you prefer to attend meetings

22 within 50 miles of your home

16 within 100 miles of your home

7 centrally located

34 rotated within the MARAC region

What mode of transportation have you generally used to attend MARAC meetings?

66(75.9%) automobile

5(5.7%) bus

10(11.5%) train

6(6.9%) airplane

What mode of transportation would you prefer to use to attend meetings?

55(60.4%) automobile

6(6.6%) bus

24(26.4%) train

6(6.6%) airplane

Do you favor joint meetings with other organizations? 67(88.2%) Yes

8(10.5%) No

Are you a member of SAA? 60(71.4%) Yes

24(28.5%) NO

List other major professional organizations you belong to:



8. What other goals or activities would you like to see MARAC undertake?

Would you be willing to direct this effort? \_\_\_\_ To assist this effort? \_\_\_\_

What would you be willing to do? \_\_\_\_\_

9. What do you see as the most important function of MARAC in order of priority?

- \_\_\_\_ Basic techniques and methodology  
 \_\_\_\_ Education in archival problems  
 \_\_\_\_ Discussion of archival problems  
 \_\_\_\_ Exchange of information on methods and problems  
 \_\_\_\_ Informing others of our profession, methods, and holdings  
 \_\_\_\_ Contact with others in the field  
 \_\_\_\_ Professional Lobby  
 \_\_\_\_ Other \_\_\_\_\_

	1	2	3	4	5	6	7
19	7	9	9	11	8	3	
10	14	14	11	8	4	2	
9	20	16	16	4	2	1	
39	14	10	10	1	0	0	
1	4	8	3	11	19	12	
11	16	5	7	19	5	1	
0	1	3	5	11	11	29	

10. Are you satisfied with the current operations, projects, and activities of MARAC? 49(77.7%) Yes

11(17.5%) No what should be done to improve MARAC?

3(4.8%) other \_\_\_\_\_

MARAC should be:  
 14(22.5%) more structured  
 4(7.3%) less structured  
 33(60.0%) not changed  
 4(7.3%) other \_\_\_\_\_

Should all committees except the Steering Committee be abolished? 4(7.4%) Yes

44(81.5%) No

6(11.1%) Don't know

Should a Projects Committee be reactivated? 25(55.5%) Yes

20(44.4%) No

Do you support the appointment of a MARAC Reorganization Committee? 27(51.9%) Yes

17(32.7%) No

8(15.4%) Don't know

11. What committees would you like to serve on or initiate?

- 16 Program  
 11 Education  
 11 Newsletter (as an area or institution reporter)  
 17 Publication  
 55 Nominating  
 3 Other \_\_\_\_\_

12. Mid-Atlantic Archivist

Would you prefer more or less coverage of:

	More	Less
Issues of current professional interest	56(93.3%)	4(6.7%)
Local events of professional interest	53(96.4%)	2(3.6%)
Technical information	37(64.9%)	20(35.1%)
Basic techniques and methodology	27(57.4%)	20(42.6%)

Three other regional organizations publish professional journals. Would you support a MARAC professional journal? 26(47.2%) Yes

24(43.6%) No

5(11.1%) Maybe



AGENDA PLANNING: To facilitate future conferences, please indicate which of the following would interest you as workshop, lecture, or seminar sessions.

	would not attend	might attend	would attend unless conflicts with another session	would attend
Appraisal & Description	4	18	21	33
Collecting policies	11	24	25	17
Repair & Rehabilitation	9	18	17	29
Accessioning	10	21	21	19
Processing & Description	8	17	22	29
Reference service	5	25	21	26
Photoduplication, microfilming	12	23	22	11
Historical editing	12	29	14	17
Exhibit design	16	34	11	15
Oral history	19	31	11	12
Records management	15	25	13	23
Subject retrieval	11	13	27	20
machine readable records	14	30	16	12
Genealogy	25	25	14	12
Field work	15	29	18	6
Library (non-archival) topics	29	27	11	9
Cartographic records	17	25	16	11
Still pictures & Graphics	9	23	17	23
Motion pictures & Video tape	22	19	12	15
Recorded sound	28	19	11	11
County, local records	18	23	11	21
Architecture & Design records	22	25	10	15
Materials & Supplies	10	31	13	17
Paper preservation	10	16	22	23
Legal rights/obligations	4	18	18	32
Management of students, interns	17	22	17	20
Tours of local depositories	4	27	25	22
Exhibits (at meetings)	3	23	17	26
Meetings with sales/technical representatives	16	27	12	12
Special interest sessions with people whose institutions or activities are similar to yours	2	5	17	43
Other _____				
_____				
_____				

Future programs should include basic introductory sessions on:

	never	sometimes	frequently	always
Fieldwork	3	51	9	3
Appraisal	1	17	39	18
Description	0	14	31	30
Arrangement	0	16	30	27
Exhibits	0	43	20	6
Publications	2	42	24	4
Preservation	0	17	37	22



## QUESTIONNAIRE RESULTS

BY

BRUCE AMBACHER

The tabulated results of the MARAC Questionnaire are presented in the center of this issue. 85 of MARAC's 423 members responded. While this is a somewhat better response than for the questionnaire for the newsletter printed last year, it is less than anticipated. The responses, therefore, may not accurately reflect MARAC's membership or their sentiments. They overrepresent the Federal sector by 23% and religious archives by 17%. Those responding underrepresent members employed by state agencies by 47% and by colleges and universities by 79%.

Archivists and manuscript curators comprise 69% of our membership. Librarians 16%. Every archivist has had some archival training, 30% of MARAC's members have had library training.

The "youth" of those responding is evidenced by the fact that 35% have been in the archival profession less than 5 years, another 53% between 5 and 10 years. Only 12% have more than 10 years experience. These figures understate the years of experience of our members. The mobility of the respondents is equally apparent: 60% have held their current position less than 5 years, another 37% between 5 and 10 years. Only 4% said they have been in their current position more than 10 years. The responses to duties performed indicate most members concentrate their efforts on acquiring, appraising, accessioning, and describing records.

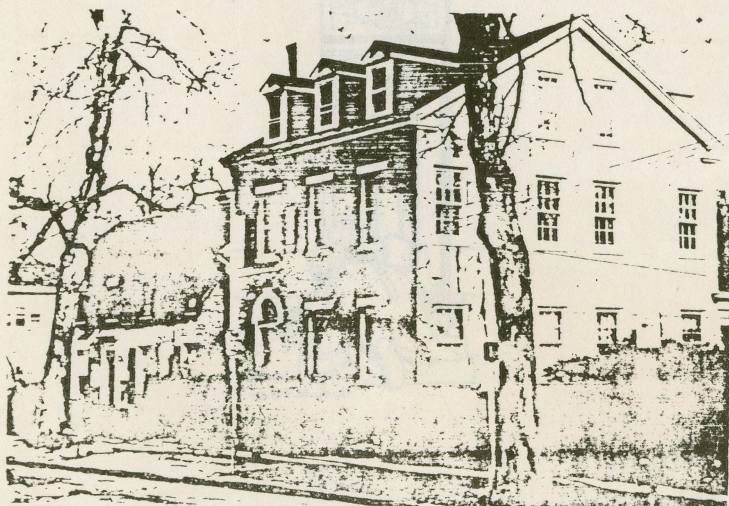
Institutional support for MARAC, as evidenced by the 96% who get time off from their duties to attend conferences, and the 67% who receive some financial support, is gratifying. Maybe the rest of us can use these figures to make it 100%.

Those aspects of the questionnaire dealing with the semi-annual conferences indicate continuing support for the founding principles of work-oriented conferences. The respondents benefited most from the training and "show and tell" aspects of our conferences. Future meetings should continue to have sessions devoted to appraisal, description, repair and rehabilitation, preservation, and collection processing. Greater attention should be paid to legal rights and obligations and to the exchange of information on methods and problems. The respondents strongly supported the concept of special interest sessions with others whose institutions or activities are similar. The current practice of occasional joint meetings with other neighboring regional archival associations also received strong support.

Current operations, projects, and activities received a gratifying vote of confidence (77%). An even larger 81% opposed the abolition of all committees except the steering committee. But this support does not come from a "stand-pat" sentiment. Slightly over 50% of the respondents favored both a projects committee and a reorganization or "future directions" committee.

These highlights represent a first examination of the questionnaire. Analysis is by no means complete. The questionnaire results will form part of the discussion at the session on "MARAC: Self Evaluation" on Friday morning. So review the results and attend the session and make your feelings known. Future program committees will also use the results to help structure their programs. The steering committee will use it to help determine MARAC's future directions. The newsletter staff will use it to help determine the content of future issues.

We urge the 80% who did not complete the questionnaire and return it, to please do so.



COME TO BAWLAMER

## 1979 CONFERENCES

May 18-19 Norfolk - Holiday Inn Scope

October 19-20 Albany (Joint meeting  
with New England Archivists)



# Bawlamer:

## HISTORIC

Mr. Harold Cannon, Director of Research Grants at N.E.H. will speak at the buffet luncheon on Friday. This event surely promises to be an invaluable informative one, as well as a culinary treat. The chefs at the Lord Baltimore, the gracious old hotel which will host the meeting, have won first prize in an international show sponsored by the American Culinary Federation.

The Peabody Library, with its renowned collections and impressive architecture, will provide the setting for a wine and cheese reception on Friday evening. Here old friends and new acquaintances can meet and talk comfortably. Also, the Hospitality Room in the Lord Baltimore will be open Thursday evening for informal gatherings.

Meetings and workshops will end at 12:15 p.m. on Saturday, and, with the Lord Baltimore as a base, members can conveniently shop, visit the Walters Art Gallery and the Baltimore Museum of Art or spots of historic interest, or see "King Fisher" at the Morris A. Mechanic Theater. Bus tours will take any who are interested on a jaunt around historic Fort McHenry, Federal Hill, and more, or through Baltimore's varied and picturesque neighborhoods.

Come to the Baltimore Mid-Atlantic Regional Archives Conference this fall. You'll get a lot more than just a meeting.

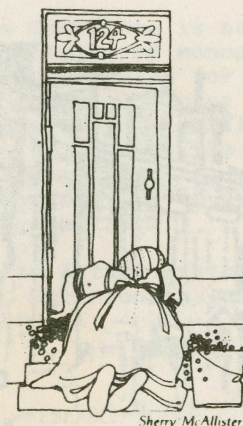
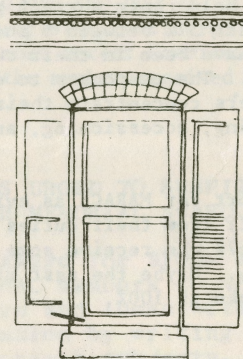
## THE MARAC ARCHIVAL SERIES

"Paper and Leather Restoration Manual"  
by Paul Mucci  
editor: Mary Boccaccio

Members receive a copy free.  
Others: cost

## MEETING

Market, as well as first-class legitimate theater at the Morris Mechanic, sound and light at the Shot Tower, a view from the World Trade Center, and urban home-steading at Otterbein. The list could go on and on, giving evidence of Baltimore's complementary blend of old and new. Baltimore today is a city which remembers its historical heritage and which, as in the past, sees and acts upon the need to progress.





## JOB OPENINGS

The U.S. Civil Service Commission is accepting applications for the "few of a kind" Archives Technician Register. Those interested in working for the Federal Government should contact the Commission as soon as possible.

## "GOING TO THE SOURCE"

NARS will offer a four-day workshop using primary sources of research information at the National Archives building in Washington, October 10-13. Open to professionals and graduate students in history, the social sciences, and library science, "Going to the Sources: An Introduction to Research in Archives," will examine primary research as done through archival sources, finding aids, and manuscript depositories. The work shop is offered four times a year.

For further information contact:

Ms. Elsie Freivogel  
National Archives (NEF)  
Washington, DC 20408

Mary A. Boccaccio and Robert M. Pierson, Personal and Organizational Papers Relating to Maryland: A Guide to Holdings of the Archives and Manuscripts Department of the Special Collections Division of the University of Maryland Libraries at College Park (1978).

This Guide is the first in a projected series of publications describing resources available in the Special Collections Division of the McKeldin Library. It lists and describes 63 collections relating to the history of Maryland. Most collections deal with the past 100 years. Organizational and corporate collections include records of the B & O Railroad, the Chesapeake Bay Foundation, the State Grange of the Patrons of Husbandry, and the Cigar Makers International Union. The individual collections are equally diverse, ranging from the papers of former University of Maryland professor and president Harry C. Byrd, to politician Murray Vandiver and poet Marion Buchman.

The Guide is free to Maryland institutions which will make their copies available for public consultation. It is \$3.00 for all others and may be obtained from:

Special Collections Division  
McKeldin Library  
University of Maryland  
College Park, Maryland 20742

POSITIONS AVAILABLE

Three Vacancies--University of Baltimore. Baltimore Region  
Institutional Studies Center. Single Year Project Funding.

1. Project Archivist: To establish archival controls for the records of the Maryland Council of Churches. Applicant must have attained degree in American History or American Studies with major concern for post-1950 social history; certificate in archives work; three years archival experience; strong background in appraisal and conservation; interest in church history helpful but not essential.
2. Project Coordinator: To establish and conduct field survey and perform other duties related to survey of local nonpublic records in the Baltimore region. Graduate degree in American History or American Studies; experience in local and regional history; and appropriate archives certificate or experience required.
3. Field Archivist: To participate in survey of local records working collegially with Project Coordinator; to perform bulk of field contacts and assist in preparation of summaries, reports, etc. This position for 50% FTE.

For the above positions, send applications to Adele Newburger,  
Associate Director, University of Baltimore, Baltimore Region Institutional  
Studies Center, 847 North Howard Street, Baltimore, Maryland 21201.



## DATA PROCESSING 101

Somehow I used to think that computers were magic and that you could push buttons and get rabbits or goldfish or information. The process in mind anyway, was like putting a nickel in a slot machine and winning \$100. We don't have slot machines in Maryland so I didn't realize that you could put nickels in forever and still not win.

Three years ago I inherited a membership file of 100,000 cards with a collection. The file was begun in the late 20's and caught all the people who were actively members of the Cigar Makers Union at that time. The information dated back to the 1860's and 70's and the file was continued until the Union merged in 1975. It was a wonderful file. It contained information on births, deaths, name changes, location changes, suspension for non-payment of dues, loans and periods out of work. By inference there is also, information on sex, marriages, the social effects of World War II and the economy to mention a few.

I was hooked. I had had a course in Data Processing in school, hadn't understood very much of it, but was confident that a computer would make these mountainous piles of cards do something. Our Library has a computer for purchasing. Just like everything else, it has its ups and downs, or peaks and valleys of being busy and resting. I talked to the Associate Director in charge of Data Processing and he said I could use the computer in its valley periods and his staff would punch the cards. I was in business. I filled out a form and he signed it. I had all the card files transferred to the hall outside his doorway and spent the next week chortling about the wonders of mechanization. After a week I called him to see how he was progressing and he said they hadn't started. They couldn't punch, he explained, until the cards were coded and we had a program. That wasn't on his form. I remembered those words from class, so I looked them up. I decided I didn't know how to do it, so I talked to a graduate student who was taking a course in social science computer research. When she finished, she tried her hand and decided she could use a program if it was already done, but couldn't make one up herself. I was crestfallen.

By this time it was close to the end of our fiscal year and the Library came into some money it had to spend. I got some of it and started to put up notices in the Computer Science Department to hire someone to do the coding and programming. I must have talked to six people. With four of them, we could not understand each other. Computereze is not English. I understood the fifth person quite well. He told me my project was boring and not up to his advanced level. The sixth was a nice fellow who set up our coding manual. He went through the file and made basic cards but his best form was one that can change, comment, add or delete from any field on any form in a given set. He also stayed on to teach the coding to the first batch of coders. We had one faculty wife who had lots of experience coding. She became the chief coder. And then we had students, sometimes more, sometimes less, sometimes good and sometimes less than good. The chief coder assigned batch numbers, coded, taught new people to code, and checked cards. I was in business again and it was wonderful.

A year went by. We made lots of forms, had a flood in the reading room, and lost two staff members, but the coding went on. Another year passed. At the end of it, the chief coder found a full time job with much better pay and decided to leave. I was stuck again, but with a free computer with lots of valleys, how could I pass it up? I decided to write a grant proposal to finish the job. I was only asking for a relatively small amount and besides, the computer was free. I was sure we would get it. Besides it was taking a long time on my student salaries. Well, the response was that my card file wasn't going anyplace. It was in house already and safe so they didn't think the computer part was all that important.

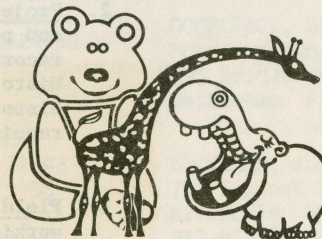
Back to student salaries. I learned how to code from the faculty wife and our manual and then hired another chief coder, again with lots of coding experience. Sometimes we have more students and sometimes less, sometimes good and sometimes less than good. And now we have lots of forms and are only about one-fourth through.

This year, because we have so many cards, we are going to punch what we have done so far. It's the first part of the alphabet for one segment of drawers. We will get some printouts and have a tape. Eventually we will have it all done and get a master printout and master tapes.

So far, the key punch people hate us, or rather me, because there are seven different kinds of forms and any given set might use only two of them. The bulk varies per set from two forms to fifteen. I saw a sample run a couple of weeks ago. I couldn't believe how pretty it was and I have never though printouts were pretty.

There is probably a shorter, faster, easier, and cheaper way to do this project. I just don't know about it and, as I say, the computer has lots of valleys and is free. Well, the computer isn't magic. Perhaps it's really more like a one armed bandit, after all.

Mary Boccaccio





## IN PRAISE OF DUTY

There is something about an appraisal  
That gives you a feeling of power,  
An impression of strength that can faze all  
Records people who come 'neath your glower.  
There is something about an appraisal:  
An otherwise dull day it's gilding;  
It's not that you're shirking  
When you should be working,  
But you can escape from the building.

There is something about a disposal  
That lends a great sense of relief.  
(Incidentally, you need not disclose all  
Your delight in the job to your chief.)  
There is something about a disposal  
Which no argument can debunk:  
It's not just the saving  
Of space you've been craving,  
You'll no longer service the junk.

There is something in reference service  
That betters the state of your being,  
That quiets your spirit, if nervous,  
And improves your complexion and seeing.  
There is something in reference service:  
It supplies what an archivist lacks,  
Not satisfaction  
In literate action,  
But a long seige of sleep in the stacks

There is something about preservation  
That adds to your vigor and zest,  
That overcomes all enervation  
And enlarges the size of your chest.  
There is something about preservation,  
A point that is not in dispute:  
When you visit the lab  
There's a good chance to gab  
And to dine at the snack bar en route.

So, hurrah for each archival function  
Aforesaid and others not named!  
Acting singly or in sweet conjunction,  
They have made mor profession far-famed.  
When there's work to be done we can do it.  
(No need, boss, to reach for your gun)  
We will slave any day  
For dear old GSA  
But we **also** expect to have fun.

-- I. Connor Klast  
(alias Jerome Finster)

Holly Ginger Woodruff has responded  
to Leonard's "cloning" piece. After  
the SAA Newsletter prints it, we will  
run it in the January issue.



Reprinted from the Newsletter  
of the Society of American  
Archivists:

## CLONING IS THE ANSWER

SAA's approach to the recruitment, training,  
and certification of archivists is wrong.  
Cloning is the answer.

I suggest SAA appoint an *ad hoc* committee to  
determine the qualities that characterize the  
perfect archivist, locate the person who most  
nearly embodies those characteristics, and  
then clone him.

The advantages are many and obvious. It would  
even, at the annual meetings, simplify the  
identification by the hotel staff, the ex-  
hibitors, fellow members, cab drivers, and  
the cops of the visiting SAA members.

The *ad hoc* committee would determine the  
characteristics most desirable in an archivist.  
As starters, I suggest he be tall and long-  
armed enough to reach high shelves, have a  
wide enough handspan to grip a dozen file fold-  
ers of documents, be left-handed, have an IQ  
in the 82-92 range (considered ideal for the  
profession), and be endowed with the typical  
archival stare developed by and so well suited  
to long periods alone in the stacks.

This committee, or perhaps another one, might  
look into the desirability of cloning archival  
administrators, whose necessary qualities  
differ from those of archivists. Since ad-  
ministrators are less lovable and cuddly,  
there may be difficulties in recruiting ad-  
ministrative clone-bearers. But administra-  
tive clones could at birth be put into and  
raised in special institutions. Such an in-  
stitutional upbringing would have advantages.

I, as a member of the Federal Women's Pro-  
gram Committee, am bothered by the question  
of what, under cloning, will be the future  
of women in the profession. But there seems  
to be no way around the cloning limitations  
that biology imposes on the female. The  
selected male archivist can be cloned annually  
in all 50 states; a female is limited to a  
lifetime of at most a dozen or so clones.  
Perhaps the SAA could establish for those  
females who volunteer to bear clones the title  
of Mothers of the Society, the equivalent of  
the present Fellows.

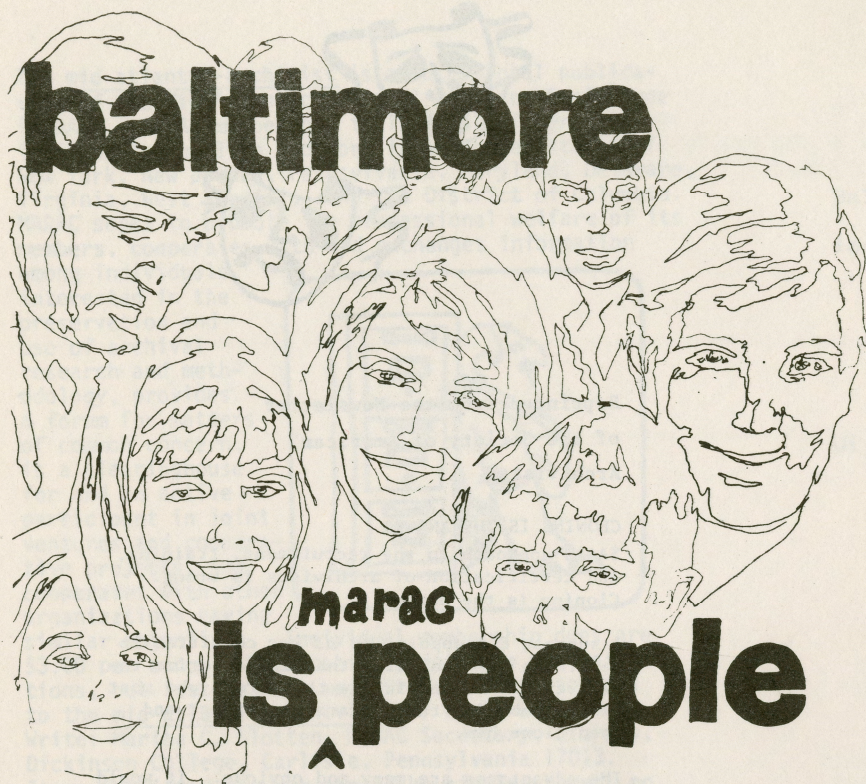
If we begin now, we can have the first crop  
available by or about the year 2000. PROJECT  
2000 is a natural name for this effort.

Leonard Rapport



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